## **Project Chief Engineer OBJECTIVES & REQUIREMENTS DOCUMENTS (ORD)** Dryden Flight Research Center START DCP-P-006 Revision: B Work with Project Objective: Manager (PM) and Specify, document, review, approve, distribute, and store Authors to determine detailed Research Project and Support objectives and list of detailed requirements. objectives which need ORDs Electronically Approved by: Associate Director Coordinate with respective Branch Chief on validity of technical objectives & approach. **Project Personnel Project Office ORD Authors** (see Note 1) Review and comment Distribute either Draft and review on ORDs either Note 1 electronically or ORDs with the Project verbally or in writing to hardcopy draft of ORDs Chief Engineer (CE) Work with ORD Authors to the author. Review Some projects, such as testbed to all Project personnel. to see if they are agree on extent of for completeness and aircraft, may elect to write Request feedback to ready for Project requirement specification, technical merit. special procedures for ORD author within 2 weeks. Review. Provide draft how the requrements will be origination, etc. to Project Office for file. determined, and number of ORD versions needed. Hold meeting with Project personnel to go - Determine how data needed to finalize ORD will over comments. Provide minutes of the be obtained meeting to project - Put milestones in schedule Office for file. for obtaining final data/ **Branch Chiefs** requirements Revise ORD Provide comments to Put tasks in schedule for the ORD Author or various ORD versions Distribute to Branch Project Office either - Determine approach Chiefs for review verbally or in writing toward preliminary design for completeness and - Agree upon how to control technical merit and requirements "creep." Hold meeing with Project supportability. Personnel and Branch Chiefs to go over comments. Describe Revise ORD comments in minutes and provide copy to Project Office for file. Note 2 Obtain approval File original ORD in Project File Final distribution: signatures from ORD and provide a copy to those -Projet Office Author, Branch Chief, on the distribution list -Project Personnel and Project Manager (see Note 2) -PMIS Office -Branch Chiefs -Directors for Integrate ORD requirements CHECK THE MASTER LIST at implementation into the project http://xnet.dfrc.nasa.gov/iso9000/ Work Breakdown Structure and VERIFY THAT THIS IS THE CORRECT VERSION BEFORE USE Schedule PRINTED DOCUMENTS ARE FOR REFERNECE ONLY Page 1 of 1

## **DOCUMENT HISTORY PAGE**

This page is for informational purposes and does not need to be retained with the document.

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DATE APPROVED	<u>ISSUE</u>	<u>PAGE</u>	AMENDMENT DETAILS
11/25/98	Baseline		
- 3/16/99 reference to PDRs and CDRs in	A n block 3 of "Pr	1 oject Chief Engin	Approval block changed from "Approval" to "Electronically Approved by" and deleted eer".
See IDMS Document Master Lis	st B	All	Deleted reference to narrative section in Note 1 and deleted narrative section of document.